



**CITY OF LEON VALLEY  
INTEROFFICE MEMORANDUM**

**DATE:** May 3, 2019  
**TO:** Mayor Chris Riley and City Council Members  
**FROM:** Kelly Kuenstler, City Manager  
**SUBJECT:** Pre-City Council Meeting Report

**Human Resources**

- Vacant Positions
  - Fire Department
    - Two Lieutenants
    - One Fire Engineer
    - One Fire/Paramedic – Person in background
  - One Detective/Investigator Position, applications are currently being reviewed.
- Court

Weekly Date for Community Service	Hrs. Scheduled	Hrs. Completed	Public Works	Fire Dept.	Municipal Court	Library	Outside The City
04/07/2019-04/13/2019	186						
04/14/2019-04/20/2019	182	57	40		8	9	
04/21/2019-04/27/2019	0						

Court Dates	# Of Cases Scheduled	# Of Defendants Scheduled	# Of Cases Processed During Court
4/4/2019	355	237	171
4/11/2019	398	267	201
4/18/2019	403	270	221
4/25/2019	372	224	

**Public Works**

- Projects:
  - The contractor for the LC-17 project is working on completing the work on El Verde Street, preparing Channel 2 for concrete (rain out), completing the sewer by- pass operation at ball field, and has completed the concrete head wall at Channel 1. They are still pumping out excess water from the site. The project’s projected end date is now in June, with 30 days allotted for punch-list completion.
  - NG Painting has completed the welding work on the Grass Hill above ground water storage tank and will now be priming the shell. He states that the tank is in excellent condition and should last

for at least 50 years, with continued maintenance. We expect the project to be completed by mid-May.

- The City Engineer is finalizing plans for the bio-swale to be installed at Raymond Rimkus Park Forest Meadow entrance. The project will be bid in May and work is to start right after the 4th of July event. Provisions will be made to keep the entrance open to the Community Gardeners.
- The City Engineer is finalizing the documents for the Grass Hill well plant generator. The project will bid in May.
- Staff received bids for concrete pavers for the parking lot at Shadow Mist. The Council final approval of the bid is expected on May 7, 2019.
- The City Engineer is finalizing the Huebner at Bally crosswalk bid documents. The bids will be advertised in May.
- CPS Energy has installed security lights in the overflow parking lot at City Hall.
- Staff and the City Engineer are revising the MS4 Stormwater Permit Plan to assess fees based on impervious cover instead of land size.
- The City Engineer has prepared an ADA Sidewalk Assessment report, so we now have a plan going forward for the replacement of all non-ADA sidewalks in the city.
- Staff is meeting with Waterworth software technicians to review water and sewer needs for capital planning purposes. We are in the process of creating an Infrastructure Capital Plan for the water and sewer system to be used for the next 20 years.
- Staff is working on designs for the custom art proposed for the bus shelters at the library and the park.
- Staff is working on a proposal to install electric vehicle charging stations at certain areas in the city. We expect to bring this idea to Council in June.
- Staff has prepared a rain barrel and xeriscaping rebate program that is expected to be brought before Council in May. The program would give a \$40 water bill credit to people who install rain barrels at their residences and \$100 credit for people who install at least 200 square feet of xeriscaping, replacing the grass.
- Staff has applied for an award from the American Public Works Association for the Evers Road Bridge. Winners are to be announced at the annual conference in Austin in June.
- Crew Foreman Fernando Trevino will retire mid-May, after 22 years of dedicated service to the City. We will honor him with a plaque at the May 7th City Council meeting.
- Repairing driveway approach in The Ridge at Leon Valley.
- Constructing walking path at The Ridge at Leon Valley Park.
- Cleaning out tributary between William Rancher and Samaritan roads.
- Crew Leader Armando Martinez will retire at the end of May, after 18 years of dedicated service to the City. We will honor him with a plaque for his service.
- Cleaning up Raymond Rimkus Park after all the Easter celebrations (park was a mess!).
- Mowing alley behind Silo Park.
- Getting the pools ready for the swim season.
- Continuing construction on pavilion at The Ridge at Leon Valley Park.
- Repairing sprinklers at Raymond Rimkus Park.
- Installing new check valves at the Grass Hill plant.
- Performing maintenance and inspections on all Public Works vehicles.
- Placing the new dump truck into service.
- Training
  - The Maintenance Crew Leader is studying to become a Certified Playground Inspector and a Certified Pool Operator.
  - Crew member will be taking Pest Control classes in order to obtain the license.
  - Scheduling supervisor training for Crew Leaders.
  - Scheduling water classes for the Water Crew.

## **Police Department**

Please see below information on police activity over the listed period. Have a great day!

- Arrest
  - 04-01-19 – 6700 Bandera Rd. – Traffic Stop - One cited/released – Vehicle Impounded
  - 04-01-19 – 5600 Bandera Rd. – Theft < \$100 – One arrested for offense
  - 04-01-19 – 6500 Bandera Rd. – Traffic Stop - One cited/released – Vehicle Impounded
  - 04-01-19 – Huebner Rd. @ Fruitwood – Crash – One cited/released – Vehicle Impounded
  - 04-01-19 – 7700 Stebbins – Violation of City Ordinance (Expired Registration) – Vehicle Impounded
  - 04-02-19 – 5600 Bandera Rd. – Theft < \$100 – One arrested for offense
  - 04-02-19 – 6200 Grissom Rd. – Disturbance – One arrested for Assault/Bodily Injury-Family Violence
  - 04-02-19 – NW Loop 410 @ Bandera Rd. – Disturbance – One arrested on active warrant
  - 04-03-19 – Wurzbach Rd. @ Bandera Rd. – Crash - One cited/released – Vehicle Impounded
  - 04-03-19 – 6800 Bandera Rd. – Traffic Stop – One cited/released – Vehicle Impounded
  - 04-04-19 – 6400 Red Jacket – Violation of City Ordinance (Inoperable Vehicle) – Vehicle Impounded
  - 04-04-19 – 6900 Bandera Rd. – Recovered stolen vehicle – Vehicle Impounded
  - 04-05-19 – 5700 Stemmons – Traffic Stop – One cited/released – Vehicle Impounded
  - 04-05-19 – 6900 Bandera Rd. – Public Intoxication – One arrested/released at Detox Unit
  - 04-06-19 – 6100 Rue Du Aris – Emergency Detention – One arrested/released at hospital
  - 04-06-19 – 6600 Forest Bend – Violation of City Ordinance (Inoperable vehicle) – Vehicle Impounded
  - 04-06-19 – 5600 Grissom Rd. – Suspicious person – One arrested on active warrant
  - 04-06-19 – 6200 Grissom Rd. – Traffic Stop - One cited/released – Vehicle Impounded
  - 04-07-19 – 5700 Stemmons - Traffic Stop - One cited/released – Vehicle Impounded
  - 04-07-19 – 6500 Bandera Rd. – Suspicious person – One arrested for Possession of Marijuana < 2 oz.
  - 04-07-19 – Timberhill @ Blacksmith – Traffic Stop – One cited/released – Vehicle Impounded
  - 04-07-19 – 6500 Bandera Rd. – Traffic Stop - One cited/released – Vehicle Impounded
  - 04-08-19 – 5600 Bandera Rd. – Theft < \$100 – One cited/released
  - 04-08-19 – 5700 Bandera Rd. – Crash – One cited/released – Vehicle Impounded
  - 04-09-19 – 5700 Bandera Rd. – Traffic Stop - One cited/released – Vehicle Impounded
  - 04-11-19 – 5800 Bandera Rd. – Traffic Stop - One cited/released – Vehicle Impounded
  - 04-11-19 – 6800 Bandera Rd. – Traffic Stop - One cited/released – Vehicle Impounded
  - 04-11-19 – 5400 Wurzbach Rd. – Traffic Stop – One cited/released – Vehicle Impounded
  - 04-11-19 – 5600 Bandera Rd. – Theft < \$100 – One cited/released
  - 04-12-19 – 6700 Poss Rd. – Crash – One arrested for Driving While Intoxicated – Vehicle Impounded
  - 04-13-19 – 5600 Bandera Rd. – Theft < \$100 One cited/released
  - 04-13-19 – 6600 Peach Tree – Violation of City Ordinance (Unauthorized Animals-Chickens) One cited/released
  - 04-13-19 – 6600 Pavona Ridge – Violation City Ordinance (Inoperable Vehicle) – Vehicle Impounded
  - 04-13-19 – 6600 Forest Leaf – Violation City Ordinance (Inoperable Vehicle) – Vehicle Impounded
  - 04-13-19 – 6200 Sun Dial – Violation City Ordinance (Inoperable Vehicle) – Vehicle Impounded
  - 04-13-19 – 6700 Bandera Rd. – Traffic Stop – One cited/released – Vehicle Impounded
  - 04-13-19 – 6800 Forest Meadow – Violation City Ordinance (Inoperable Vehicle) – Vehicle Impounded

- 04-14-19 – 6600 Strawflower – Violation City Ordinance (Unauthorized Animals- Chickens)  
One cited/released
- 04-15-19 – 5600 Bandera Rd. – Theft < \$100 – One arrested for offense
- 04-15-19 – 5900 Bandera Rd. – Traffic Stop – One cited/released – Vehicle Impounded
- 04-15-19 – 6600 Bandera Rd. – Traffic Stop – One cited/released – Vehicle Impounded
- 04-16-19 – 5600 Evers Rd. – Assault Bodily Injury- Family Violence – One arrested for offense
- 04-16-19 – 7000 Bandera Rd. – Burglary of a Building – Three arrested for offense
- 04-19-19 – 6000 Grissom Rd. – Unlawful Carry Weapon and Evading Arrest– Two arrested
- 04-20-19 – 5600 Bandera Rd. – Theft < \$100 – Two cited and released
- 04-20-19 – 5600 Bandera Rd. – Theft < \$100 – One cited and released
- 04-20-19 – 5600 Grissom Rd. – Traffic Stop – One cited/released – Vehicle Impounded
- 04-20-19 – 5700 Bandera Rd. – Traffic Stop – One cited/released – Vehicle Impounded
- 04-20-19 – 6500 Poss Rd. – Traffic Stop – One cited/released – Vehicle Impounded
- 04-21-19 – 6700 Bandera Rd. – Traffic Stop – One cited/released – Vehicle Impounded
- 04-21-19 – 5700 Stemmons – Traffic Stop – One cited/released – Vehicle Impounded
- 04-21-19 – 7100 Bandera Rd. – Emergency Detention – One arrested/released at hospital
- 04-22-19 – 6800 Timberhill – Traffic Stop – One cited/released – Vehicle Impounded
- 04-22-19 – 6600 Cades Cove – Violation City Ordinance (Inoperable Vehicle) – Vehicle Impounded
- 04-22-19 – 6200 Stirrup – Violation City Ordinance (Inoperable Vehicle) – Vehicle Impounded
- 04-22-19 – 7400 High Stepper – Violation City Ordinance (Inoperable Vehicle) – Vehicle Impounded
- 04-25-19 – 6100 Bandera Rd. – Traffic Stop – One arrested on active warrant
- 04-25-19 – 5600 Bandera Rd. – Theft < \$100 – One arrested/cited/released
- 04-25-19 – 5600 Bandera Rd. – Criminal Trespass – One arrested for offense
- 04-26-19 – NW Loop 410 @ Exchange Pkwy – Traffic Stop - One cited/released – Vehicle Impounded
- 04-26-19 – 7100 Bandera Rd. – Traffic Stop – One cited/released – Vehicle Impounded
- 04-26-19 – 5700 Bandera Rd. – Traffic Stop – One cited/released – Vehicle Impounded
- 04-27-19 – 5600 Evers Rd. – Emergency Detention – One arrested/released at hospital
- 04-27-19 – 6800 Bandera Rd. – Traffic Stop – One cited/released – Vehicle Impounded
- Significant Calls
  - 04-01-19 – 5700 Bandera Rd. – Crash
  - 04-01-19 – 5400 Bandera Rd. – Alarm
  - 04-01-19 – 6600 Forest Bend – Violation City Ordinance (Inoperable vehicle)
  - 04-01-19 – 7000 Forest Grove – Violation City Ordinance (Inoperable vehicle)
  - 04-01-19 – 6900 Forest Park – Violation City Ordinance (Inoperable vehicle)
  - 04-01-19 – Huebner Rd. @ Fruitwood – Crash
  - 04-01-19 – 6300 Rue Marielyne – Crash
  - 04-01-19 – 6400 Bandera Rd. – Hit and Run Crash
  - 04-01-19 – 5600 Bandera Rd. – Crash
  - 04-01-19 – Bandera Rd. @ Poss Rd. – Crash
  - 04-01-19 – Bandera Rd. @ Reindeer Trail – Crash
  - 04-02-19 – 5500 Bandera Rd. – Assisted UTSA PD with search warrant
  - 04-02-19 – 7100 Huebner Rd. – Apparent sudden death
  - 04-02-19 – 7000 Huebner Rd. – Crash
  - 04-02-19 – 5900 Bandera Rd. – Crash
  - 04-02-19 – 6600 Crest View – Alarm
  - 04-02-19 – 5400 Bandera Rd. – Alarm
  - 04-02-19 – 5900 Bandera Rd. – Theft of service
  - 04-02-19 – 6000 Exchange Parkway – Theft

- 04-03-19 – 5600 Evers Rd. – Crash (Hit and Run)
- 04-03-19 – 5900 Bandera Rd. – Crash
- 04-03-19 – 6400 Evers Rd. – Found open gate
- 04-03-19 – 6400 Red Jacket – Violation City Ordinance (Inoperable Vehicle)
- 04-03-19 – 6900 Sunlight – Violation City Ordinance (Parking Violation)
- 04-03-19 – 5600 Grissom Rd. – Crash
- 04-03-19 – 5900 NW Industrial – Found open door
- 04-03-19 – 5900 Wurzbach Rd. – Crash
- 04-03-19 – 7000 Huebner Rd. – Crash
- 04-03-19 – Bandera Rd @ El Verde – Crash
- 04-04-19 – 7000 Wagon Spoke – Found open door
- 04-04-19 – 5400 Grissom Rd. – Theft
- 04-04-19 – 6200 Grissom Rd. – Crash
- 04-04-19 – 5900 Wurzbach Rd. – Crash
- 04-04-19 – 5600 Bandera Rd. – Theft
- 04-04-19 – Bandera Rd. @ NW Loop 410 – Crash
- 04-04-19 – 6300 Pickering – Found open door X 2
- 04-04-19 – 6800 Bandera Rd. – Alarm
- 04-04-19 – 6000 Exchange Parkway – Alarm
- 04-04-19 – 6700 Poss Rd. – Alarm
- 04-04-19 – 7200 Horse Whip – Violation City Ordinance (Inoperable Vehicle) x 2
- 04-04-19 – 5500 Bandera Rd. – Theft of Service
- 04-04-19 – 5700 N.W. Loop 410 – Crash
- 04-05-19 – Bandera and Huebner Rd. – Crash
- 04-05-19 – 6700 Poss Rd. – Crash
- 04-05-19 – 7100 Bandera Rd. – Alarm
- 04-05-19 – 6800 Forest Crest – Alarm
- 04-05-19 – 6600 Charles Field – Alarm
- 04-05-19 – 7200 Grass Valley – Found open door
- 04-05-19 – 7400 Link Meadow – Found open door
- 04-05-19 – 6300 Evers Rd. – Burglary of a Vehicle
- 04-05-19 – 4700 Timco W. – Crash
- 04-05-19 – 5900 Wurzbach Rd. – Burglary of a Building
- 04-06-19 – 6200 Grissom Rd. – Forgery
- 04-06-19 – 7000 Bandera Rd. – Crash
- 04-06-19 – 5600 Evers Rd. – Assault- Family Violence
- 04-06-19 – 5600 Bandera Rd. – Crash
- 04-06-19 – 6900 Bandera Rd. – Theft < \$100
- 04-06-19 – 6800 Bandera Rd. – Theft < \$100
- 04-06-19 – 6000 Bandera Rd. – Alarm
- 04-06-19 – 6800 Forest Meadow – Violation City Ordinance (Inoperable vehicle)
- 04-06-19 – 6500 Adair – Violation City Ordinance (Inoperable vehicle) X 2
- 04-06-19 – 5900 Bandera Rd. – Crash
- 04-06-19 – 6800 Forest Meadow – Violation City Ordinance (Inoperable Vehicle)
- 04-06-19 – 6500 Adair – Violation City Ordinance (Inoperable Vehicle)
- 04-06-19 – 6500 Adair – Violation City Ordinance (Inoperable Vehicle)
- 04-06-19 – 6200 Bandera Rd. – Suspicious Circumstances
- 04-06-19 – 5900 Bandera Rd. – Crash
- 04-06-19 – 6400 Bandera Rd. – Theft
- 04-07-19 – 6700 Huebner Rd. – Burglary of a Vehicle
- 04-07-19 – 6100 Wurzbach Rd. – Criminal Mischief

- 04-07-19 – Bandera Rd. @ NW Loop 410 – Crash
- 04-07-19 – 6900 Forest Crest – Found open vehicle door
- 04-07-19 – 6700 Bandera Rd. – Violation City Ordinance (Inoperable Vehicle)
- 04-07-19 – 6200 Rue Lilliane – Violation City Ordinance (Expired registration)
- 04-08-19 – 6800 Forest Crest N. – Assault/Family violence
- 04-08-19 – 6600 Pavona Ridge – Violation City Ordinance (Inoperable Vehicle)
- 04-09-19 – 6800 Forest Crest – Violation City Ordinance (Inoperable Vehicle)
- 04-09-19 – 5600 Bandera Rd. – Crash
- 04-09-19 – 6400 Bandera Rd. – Crash
- 04-09-19 – 5600 Wurzbach Rd. – Crash
- 04-10-19 – 6800 Bandera Rd. – Crash
- 04-10-19 – 6600 Forest Leaf – Violation City Ordinance (Inoperable Vehicle)
- 04-10-19 – 6600 forest Leaf – Violation City Ordinance (Junk Vehicle)
- 04-10-19 – Bandera and Loop 410 – Crash
- 04-10-19 – Bandera and Wurzbach Rd. – Crash
- 04-10-19 – 7100 Bandera Rd. – Crash
- 04-10-19 – 6900 Bandera Rd. – Crash
- 04-10-19 – 6300 Forest Bend – Found open door
- 04-11-19 – 6700 Bandera Rd. – Crash
- 04-11-19 – 6900 Bandera Rd. – Crash
- 04-11-19 – 6800 Sunlight – Violation City Ordinance (Inoperable vehicle)
- 04-11-19 – 5600 Evers Rd. – Assault by Contact
- 04-12-19 – 6900 Forest Park – Found open vehicle door
- 04-12-19 – Bandera and Loop 410 – Crash
- 04-12-19 – 7000 Bandera Rd. – Crash
- 04-12-19 – 7100 Bandera Rd. – Crash
- 04-12-19 – 6400 Pacer Trail – Theft \$100-750
- 04-12-19 – 6800 Bandera Rd. – Crash
- 04-12-19 – 6100 Wurzbach Rd. – Theft \$100-750
- 04-12-19 – 7000 Forest Pine – Theft
- 04-12-19 – 5600 Bandera Rd. – Theft < \$100
- 04-13-19 – 7200 Bandera Rd. – Crash
- 04-13-19 – 5700 Watercress – Alarm
- 04-13-19 – 5500 Bandera Rd. – Alarm
- 04-13-19 – 5600 Evers Rd. – Alarm
- 04-14-19 – 5900 Forest Mill – Found open vehicle door
- 04-14-19 – 6600 Bandera Rd. – Assault
- 04-14-19 – 5900 Bandera Rd. – Hit and Run Crash
- 04-14-19 – 5600 El Verde – Violation City Ordinance (High Grass)
- 04-14-19 – 6800 Grass Hill – Violation City Ordinance (Inoperable Vehicle)
- 04-15-19 – 5400 Grissom Rd. – Theft of a Motor Vehicle
- 04-15-19 – 6400 Bluebird – Theft 2,500 – 30,000
- 04-15-19 – 6700 Bandera RD. – Theft
- 04-15-19 – 5600 Bandera Rd. – Crash
- 04-15-19 – 6500 Bandera Rd. – Crash
- 04-15-19 – 5900 Bandera Rd. – Theft
- 04-15-19 – 6300 Pickering – Open door
- 04-15-19 – 5600 Bandera Rd – Theft
- 04-15-19 – 5400 Bandera Rd. – Alarm x2
- 04-16-19 – 9000 Shadow Mist – Dog Bite
- 04-16-19 – 7000 Bandera Rd. – Alarm

- 04-16-19 – 5600 NW Loop 410 – Crash
- 04-16-19 – 5300 Wurzbach Rd. – Burglary of a Vehicle
- 04-17-19 – 7100 Bandera Rd. – Crash
- 04-17-19 – 6800 Bandera RD. – Crash
- 04-17-19 – 6800 Bandera RD. – Crash/Hit and run
- 04-17-19 – 6700 Bandera Rd. – Crash
- 04-17-19 – 6500 Bandera RD. – Crash
- 04-17-19 – 5400 Bandera RD – Violation City Ordinance
- 04-17-19 – 7100 Bandera Rd. – Criminal Trespass
- 04-17-19 – 6600 Bandera Rd. – Hit and Run Crash
- 04-17-19 – 6400 Grissom Rd. – Crash
- 04-17-19 – 5500 Bandera Rd. – Alarm
- 04-17-19 – 6400 Bandera Rd. – Crash
- 04-18-19 – 7700 Eckhert Rd. – Alarm
- 04-18-19 – 7000 Bandera Rd. – Crash
- 04-18-19 – 5600 Evers Rd. – Hit and Run Crash
- 04-18-19 – 5300 Blackberry – Burglary of a Vehicle (x5)
- 04-18-19 – 6800 Sunlight – Violation City Ordinance (Inoperable vehicle)
- 04-18-19 – 7200 Bandera Rd. – Crash
- 04-19-19 – 6000 Grissom Rd. – Burglary of a Habitation
- 04-19-19 – 6500 Pecan Acres – Open door
- 04-19-19 – 6500 Pecan Acres – Open door
- 04-19-19 – 7000 Bandera Rd. – Crash
- 04-19-19 – 7100 Bandera Rd. – Crash
- 04-19-19 – 5600 Bandera Rd. – Crash
- 04-19-19 – 5900 Wurzbach Rd. – Credit Card Abuse
- 04-19-19 – 5600 Evers Rd. – Identity Theft
- 04-19-19 – 6800 Bandera Rd. – Crash
- 04-19-19 – 7500 Linkside Dr. – Recovered Stolen Vehicle
- 04-19-19 – 7300 Ellerby Point – Alarm
- 04-19-19 – 6700 Evening Sun – Suspicious person
- 04-19-19 – 5600 Bandera Rd. – Crash
- 04-19-19 – 5600 Evers RD. – Terroristic Threats
- 04-19-19 – 6700 Bandera Rd. – Theft \$750-2500
- 04-19-19 – 6500 Bandera Rd. – Crash
- 04-19-19 – 7100 Forest Moss – Found open garage door
- 04-19-19 – 6100 Rue Sophie – Found open garage door
- 04-20-19 – 6100 Britania Court – Open door
- 04-19-19 – 5600 Caraway Bend – Open door
- 04-19-19 – 5200 Savory Glen – Open door
- 04-20-19 – 5200 Savory Glen – Open door
- 04-20-19 – 5300 Cilantro Place – Open door
- 04-20-19 – 6400 Long House Ct. – Open door
- 04-20-19 – 6200 Rue Sophie – VCO
- 04-20-19 – 410 and Bandera Rd. – Crash
- 04-20-19 – 6500 Bandera Rd. – Found open door (business)
- 04-20-19 – 7000 Bandera Rd. – Found open door (business)
- 04-20-19 – 5900 Bandera Rd. – Crash
- 04-20-19 – 5900 Bandera Rd. – Crash
- 04-20-19 – 5600 Evers Rd. – Threats
- 04-20-19 – 5900 Wurzbach Rd. – Crash

- 04-21-19 – 6700 Bandera Rd. – Crash
- 04-21-19 – 6400 Stable – Criminal Mischief
- 04-21-19 – 7000 Mill Stream – Violation City Ordinance
- 04-21-19 – 5400 Grissom Rd. – Burglary of a Vehicle
- 04-21-19 – 6800 Grass Valley – Burglary of a Vehicle
- 04-21-19 – 6300 Bandera Rd. – Crash
- 04-21-19 – 7000 Settlers Ridge – Violation City Ordinance (Parking Violation)
- 04-21-19 – 7000 Weathered Post – Violation City Ordinance (Inoperable Vehicle)
- 04-21-19 – 6600 Cades Cove – Violation City Ordinance (Inoperable Vehicle)
- 04-21-19 – 6200 Stirrup Lane – Violation City Ordinance (Inoperable Vehicle)
- 04-21-19 – 7400 High Stepper – Violation City Ordinance (Inoperable Vehicle)
- 04-22-19 – 6400 Bandera Rd. – Crash
- 04-22-19 – 6618 Huebner Rd. – Violation City Ordinance (Inoperable Vehicle)
- 04-22-19 – 5600 Evers Rd. – Assault/Bodily Injury
- 04-22-19 – Wurzbach Rd @ Bandera Rd. – Crash
- 04-22-19 – 5700 Evers Rd. – Threats
- 04-23-19 – 6500 Bandera Rd. – Crash
- 04-23-19 – 6500 Chaparral – Crash
- 04-23-19 – 5400 Bandera Rd. – Crash
- 04-23-19 – 5600 Bandera Rd. – Crash
- 04-23-19 – 6500 Bandera Rd. – Crash
- 04-23-19 – 6200 Grissom Rd. – Criminal Mischief
- 04-23-19 – 6200 Grissom Rd. – Recovered stolen firearm
- 04-23-19 – 6000 Grissom Rd. – Found open vehicle door
- 04-23-19 – 5400 Bandera Rd. – Crash
- 04-23-19 – Bandera and Huebner Rd. – Crash
- 04-23-19 – 6300 Mary Jamison – Criminal Mischief
- 04-23-19 – 6500 Hoofs Lane – Theft < \$100
- 04-23-19 – 5300 Wurzbach Rd. – Information/theft
- 04-24-19 – Forest Dell and Evers Rd. – Crash
- 04-24-19 – 6300 Bandera Rd. – Crash
- 04-24-19 – 6800 Bandera Rd. – Crash
- 04-24-19 – 5600 Evers Rd. – Found runaway
- 04-24-19 – 7000 Bandera Rd. – Crash
- 04-24-19 – 5600 Bandera Rd. – Crash
- 04-24-19 – 6400 Bandera Rd. – Crash
- 04-24-19 – 5600 Evers Rd. – Theft \$100-750 (bike)
- 04-24-19 – 6600 Bandera Rd. – Crash
- 04-24-19 – 5700 NW Loop 410 – Burglary of a Vehicle
- 04-25-19 – 6800 Bandera Rd. – Crash
- 04-25-19 – Bandera Rd. @ NW Loop 410 – Crash
- 04-25-19 – 6600 Charles Field – Found open door
- 04-25-19 – 6100 Britania Ct. – Violation City Ordinance (Inoperable vehicle)
- 04-25-19 – 6100 Britania Ct. – Found open door
- 04-25-19 – 5900 Rimkus Dr. – Found open door
- 04-25-19 – 5600 Bandera Rd. – Theft
- 04-25-19 – 6600 Pecan Acres – Found open door
- 04-25-19 – 5700 Bandera Rd. – Crash
- 04-25-19 – 5600 Grissom Rd. – Crash
- 04-25-19 – 7000 Forest Pine – Found open garage door
- 04-25-19 – 6900 Forest Meadow – Found open garage door

- 04-26-19 – 5400 Bandera Rd. – Found open business door
- 04-26-10 – 6400 Bandera Rd. – Found open business door
- 04-26-19 – NW Loop 410 and Bandera Rd. – Crash
- 04-26-19 – 5300 Wurzbach Rd. – Crash
- 04-26-19 – 6800 Bandera Rd. – Found open door
- 04-26-19 – 6600 Bandera Rd. – Crash
- 04-26-19 – 6000 Walking Gait – Found open door
- 04-26-19 – 7300 Withers Land – Found open door
- 04-26-19 – 7100 Stirrup Circle – Found open door
- 04-27-19 – 6800 Bandera Rd. – Crash
- 04-27-19 – 6300 Seaview - Crash
- 04-27-19 – 5700 Watercress – Crash
- 04-27-19 – 6400 Bandera Rd. – Missing person
- 04-27-19 – 5400 Nutmeg Trail – Found open garage door
- 04-27-19 – 5500 Bandera Rd. – Alarm
- 04-27-19 – 5500 Bandera Rd. – Found open business garage door
- 04-28-19 – 5800 NW Loop 410 – Crash
- 04-28-19 – 7000 Weathered Post – Violation City Ordinance (Inoperable Vehicle)
- 04-28-19 – 6000 Kinman – Violation City Ordinance (Inoperable vehicle)
- 04-28-19 – 6200 Rue Sophie – Violation City Ordinance (Inoperable Vehicle)
- 04-28-19 – 6200 Sun Hollow – Violation City Ordinance (Inoperable Vehicle)
- 04-28-19 – 6500 Halter Lane – Violation City Ordinance (Inoperable Vehicle)
- 04-28-19 – 7500 Canterfield – Violation City Ordinance (Inoperable Vehicle)
- 04-28-19 – 6000 Forest Ridge – Found open garage door
- 04-28-19 – 7000 Forest Meadow – Found open garage door
- 04-28-19 – 6900 Bandera Rd. – Crash
- 04-28-19 – 7100 Huebner Rd. – Theft of a Vehicle
- Traffic Citations - 310
- Warnings – 149
- **Cases Filed by CID: Five (5):**
  - Two (2) Theft
  - Three (3) Burglary of Building
- **CID Activity/Active Investigations**
  - Detectives are actively working sex assault child case (known suspect) family
  - Unit members continue to work a Hit and Run
  - Detectives are working a felony theft and criminal mischief cases.
  - CID registered three sex offenders
  - Detectives prepared one search warrant and worked one juvenile runaway case
  - The CID Unit is working three engaging in organized crime cases
  - Ongoing meetings with the District Attorney’s Office
  - Downloaded ten (10) videos for District Attorney’s Office
  - Nine (9) walk in complaints were handled
- Code Enforcement
  - (16) Junked/abandoned/illegal vehicles tagged, and two citations given
  - (84) Grass/weed violations were handled
  - (35) Bandit signs were seized
  - (04) Trash complaints
  - (04) Building violations/complaints
  - (02) Graffiti complaints
  - (04) Parking Complaints
  - (01) Fence Complaints

- (01) Storage Complaints
- VCO Citations Were Issued at the Following Locations:
  - 6500 Adair – Inoperable Vehicle
  - 6500 Adair – Inoperable Vehicle
  - 6600 Countess Adria – Inoperable Vehicle
  - 6600 Countess Adria – Inoperable Vehicle
  - 6600 Adair – Illegal Structure
  - 6600 Adair – Inoperable Vehicle
  - 7400 Canterfield – Inoperable Vehicle
  - 7200 Bridle Path – Address Violation
  - 6400 Bally – Inoperable Vehicle
  - 6500 Trotter – Inoperable Vehicle
  - 6300 Bally – High Grass
  - 7200 Bally – High Grass
  - 7300 Canterfield – High Grass
  - 5800 Grasshill – Unregistered Dog
  - 7300 Linkmeadow – High Grass
  - 5900 Forest Ledge – trash
  - 6300 Bally – Inoperable Vehicle
  - 6400 Pacer trail – Inoperable Vehicle
  - 6400 Pacer trail – Inoperable Vehicle
  - 6500 Hoofs – Inoperable Vehicle (Removed)
  - 6500 Hoofs – Inoperable Vehicle
  - 7100 Forest Mont – Inoperable Vehicle
  - 7400 Canterfield – Inoperable Vehicle
  - 6900 Forest Crest N – Inoperable Vehicle
  - 6300 Trone Trail – Inoperable Vehicle
  - 6500 Rue Francios – Inoperable Vehicle
  - 7600 Linkwood – Inoperable Vehicle
  - 6100 Forest Timber – Inoperable Vehicle
  - 5900 forest Ledge – Inoperable Vehicle
  - 7700 Linkside – Inoperable Vehicle
  - 7600 Linkwood – Inoperable Vehicle
  - 6000 Forest Shadow – Inoperable Vehicle
  - 6600 Peach Tree – High Grass
  - 5600 Poopy Seed Run – Inoperable Vehicle
  - 6400 Pacer trail – Illegal Structure
  - 7300 Crown Piece – Inoperable Vehicle
  - 6100 Forest Wood – Vacant Structure
  - 5900 Forest Rim – Unregistered Dog
  - 7000 Settler Ridge – Fence in Disrepair
- Animal Control
  - (04) Rabies Registration
  - (01) Dog Bite
  - (02) Missing Animals
  - (05) Pet Noise
  - (01) Dead Racoons
  - (01) Dead Skunk
- Traffic Unit

- Active assignments include school zones before and after school, neighborhood speeding, traffic concerns including Marshall High School on Lobo Ln (12 citations), Leon Valley Elementary School (52 citations issued), 6600 Bandera at the Walgreens (7 citations), Bandera/Seneca (10 citations), Evers Rd (36 citations issued), Poss Rd and Linkwood (11 citations).
  - Moving Violations 129
  - Non-Moving Violations 30
  - Warnings 29
  - VCO 20
  - Vehicles Impounded 11
- Training
  - Officers on all shifts have been attending Radar Certification training. The goal is to train and recertify all patrol and traffic officers.
  - Sgt. Urdiales attended leadership training in San Marcos.
- Volunteer Activity
  - Chief Salvaggio, Lt. David Anderson, and Detective Terry Brooks all continue to work with Texas Special Olympics for the Spring and Summer Games. Numerous meetings, discussions, and fundraising events have been accomplished during this period. Six (6) officers participated in Special Olympics Bowling for Badges event, raising money for the athletes. Eight (8) Personnel attended fund raiser for Special Olympics at Bubbas, collecting more than a \$1000 for the athletes. Ten officers attended Special Olympics opening ceremonies for the South Texas Spring Games.

## Fire Department

- **Fire Officer III/IV (TEEX)** - Congratulations to Jimmy Garcia! who completed this combination course that satisfies the requirements of National Fire Protection Association (NFPA) consisting of classroom lectures and group interactive exercises to improve his abilities to manage a fire service organization. The course emphasizes community/government relations, model planning, budgeting, human resources, trends and support organizations, and emergency service delivery. In conclusion this course includes a written project that requires him to develop a strategic plan, results pending.
- **Basic Fire Suppression Certification** – Congratulations to Leonardo Perez (Leo)! who passed his Texas Commission on Fire Protection (TCFP) state basic fire certification test this week. The next step is fingerprints, a background check as well as a year of training at Leon Valley Fire Department.
- **Canada Tower Climb (community service abroad)** – Captain Eric Burnside is participating in the 5<sup>th</sup> Annual Firefighter Stair climb Challenge in support of Wellspring Calgary. A prevalent occupational hazard of the firefighter’s job is cancer. This event and its proceeds support firefighters and citizens in our community who are fighting cancer as well as a portion of proceeds to the Firefighter Assistance Charitable Society (FACS).
- **Fill the Boot for MDA (community service)** – Our annual fundraiser totals for the Muscular Dystrophy Association (MDA) are officially \$7,910!! We would like to thank everyone for their support who came out to help us fill the boot!
- **Fire Recovery USA Cost Recovery**– The Fire department has received an incident recovery total collection in the amount of \$35,834.32 to date with 50 active runs, and 4 denials by insurance companies.
- **EMS Quality Assurance** – The Fire department met with Moya the week of April 24, 2019 on behalf of Medical Director, Dr. Manifold to continue to review and receive Paramedic training regarding patient care reports, and provide feedback, along with supporting any additional training needs.
- **Annual Leon on Valley Elementary Fiesta Parade (community service)** - The Fire department is always ecstatic to participate in the annual Leon on Valley Elementary Fiesta Parade on Thursday, April 25th, 2019 providing our fire engine to head the parade with the Police Department. The City of Leon Valley represented along with Mayor Riley, Councilor Jordan and veteran Mr. Geraghty, The American

Legion Post #336, John Marshall High School Cheerleaders and mascot, Ms. Martin, Fire Dept followed by rows of fiesta kids with their floats on wheels as well as various mascots from HEB and Peter Piper. Fiesta is part of our heritage and a decade tradition and kids spend a lot of hours, late nights constructing their floats with glue, paper, confetti, flowers, fiesta hats, my little pony, army people, barbies, sombreros and stuffed animal etc. This elementary fiesta parade consists of blocking off the parking lot an exhibiting the shoe and show box floats-on wheels that cultivate Fiesta fever, it's a community affair. We look forward to next year! (see pictures on Facebook).

- **Fire Recovery USA Procedure Overview Conference Call** - Fire Chief Naughton and Ms. Martin engaged a conference call with Fire Recovery USA on Wednesday, April 24, 2019 to revisit our internal cost recovery collection procedures as well as determine if any cost recovery changes would be beneficial to the City of Leon Valley.
- **Citizen Floodplain Emergency Community Contact List** – The team hand delivered Flood Emergency Plan Magnets and File of Life's while walking the community we obtained approval from residents to add their contact information to the Leon Valley's "Citizen Floodplain Emergency Community Contact List". This list was relayed to PD and will be utilized by the Leon Valley Police Department and Fire Department to contact/alert residents regarding an Emergency.
- **Firefighter/Paramedic Health Compliance 2019** – All Leon Valley Firefighter/Paramedic's completed the Bayer Contour blood glucose monitoring system LVFD competencies.
- **Bronto Platform 159 Fire Truck** - Our Bronto has returned to the fire station from being sent out for an abundance of different required repairs enabling us to continue to provide full-service capacity.
- **Community Emergency Response Team (CERTS)** - We have scheduled the final CERTS exercise Until Help Arrives & Stop the Bleed on May 1, 2019 9am-4pm held in the FD training room. The intention of the CERT training course is to build and enable a team of citizens in Leon Valley that can work to support emergency services in the event of a disaster.
- **New Firefighter Orientation Training** – Street training consists of learning and driving the City of Leon Valley to gain knowledge of businesses, schools, residents, fire breaks, parks, natural areas as well as comprehension of street addresses.
- **Smoke Detector Program (community service)** - We continuously check and install smoke detectors to ensure they are working properly for our residents within the Leon Valley community as a proactive measure to decrease the potential of residential fires.
- **Firefighter/Paramedic Training** – The Leon Valley Fire Department team is continuously conducting ongoing training. This week we completed Hose Advancement training this consists of knowledge/skills: hose lead out evolutions, advancing hose lines up staircases, types of streams and capabilities, methods of fire attack, fire behavior, use of nozzles and streams, and fire stream operations. This training is utilized in the scenario of a Fire that would be located on 2nd floor of dwelling and would require specific hose line to control the fire. Using the appropriate method, the company will advance the hose line from the apparatus to the objective and flow water at correct the pressure/GPM.
- **Congratulations to Steven Keith!** – Steven completed Sniper school a 6-week qualification course by way of the Army National Guard held in Arkansas.
- **Leon Valley Police and Fire have partnered with The School of Science and Technology to host a Basketball game to benefit the School (community Service)** - Join us for The First Annual Police vs Fire Basketball Game on May 3rd 2019 at 04:30 PM, 5707 Bandera Rd (School of Science Technology) Adults \$3 Child \$2.

### Community Development Department

- Zoning Commission
  - The Zoning Commission held their last meeting on Tuesday, March 26, 2019. The following items were considered:
    - A zone change to remove the sustainability Overlay District classification at 6617 Evers Road. **TABLED**
    - A specific use permit for a self-service car wash and auto detailing at 6617 Evers Road.

## **TABLED**

- Zoning Code Amendment Regarding requirements and procedures for Certificates of Occupancy. **RECOMMENDED APPROVAL**
- The Zoning Commission is scheduled to hold a special meeting on Tuesday, May 14, 2019 to receive feedback from the Zoning Commission regarding a potential new residential development on the 3-acre parcel generally located at 6758 Poss Road.
- The next Regularly Scheduled Zoning Commission meeting is scheduled for Tuesday, May 28, 2019. The following items are scheduled for consideration:
  - A zone change to remove the Sustainability Overlay District classification at 6617 Evers Road. Reconsideration from March 26<sup>th</sup> meeting.
  - A specific use permit for a self-service car wash and auto detailing at 6617 Evers Road. Reconsideration from March 26<sup>th</sup> meeting.
  - A Specific Use Permit for a Kennel at 6703 Poss Road.
  - A specific Use Permit for outside storage at 6200 Grissom Road.
  - Zoning Code Amendment Regarding requirements for Community Homes.
- Board of Adjustment
  - Staff has received a request for a variance at 6617 Evers Road. This request is currently on hold pending the outcome of the associated zone change and SUP for this property.
  - The Board of Adjustment held a meeting on Thursday, April 18, 2019 in order to hold an executive session to discuss pending litigation.
  - The Board of Adjustment will also be holding an additional meeting in May to provide continuing education and training focusing on the recently revised procedures and criteria for evaluating variance requests.
- Plats
  - Staff has an open replat request by Huebner Dirt Investments Ltd. for 2.418 acres located on Huebner Road. The replat would potentially create 3 lots. The land is undeveloped and is currently zoned B-1 and B-2. The applicant plans to request a rezoning of the property and has postponed his plat application until that time. An SUP will also be required for new commercial development on the site because it is adjacent to residential zoning.
  - Staff has received a replat of the property currently occupied by John Marshall High School. The purpose of the replat is to remove an existing easement that will facilitate the reconstruction of their library.
- Development Meetings
  - Staff has had preliminary development meetings with the owners of 6758 Poss Road, regarding a potential new residential development on that property. As a result of those meetings, Staff finds it necessary for the owners to make a preliminary presentation to the Zoning Commission to bring the Commission up to speed on the project, and for the Commission to provide the owners and Staff direction moving forward.
- City Council
  - The City Council will be considering the following Planning and Zoning Department related items at the May 7, 2019 meeting:
    - An amending plat for the Northside ISD property generally located at 5900 Evers Road.
- Permitting and Records
  - 60 Walk-in Customers
  - 86 Building Permits Issued/Processed (including trade permits)
  - Received 12 Certificate of Occupancy Applications
  - Issued 5 Certificates of Occupancy

## **Economic Development**

- Facilitated meeting with SAT Energy and assisting the business with relocating to Leon Valley 4/15/2019
- Presented Business Relations update to Economic & Community Development Advisory Committee 4/15/2019
- Worked on Business Relations update presentation for Coffee with the Mayor & Council 04/22/19
- Investigated ONIT complaints at 5309 Bandera. Action plan agreed upon with property owner
- Facilitated ONIT meeting 4/24/2019
- Second meeting with property owner of 7122 & 7128 Bandera to discuss violations and vacancy
- Proposed ED Budget meeting with City Manager and Finance Director 4/8/2019
- Working with files from different departments to update vacancy rate
- Enforcement:
  - 6313 Evers – Forest Oaks Apartments – Sign violation
  - 5415 Bandera #504 – Express Care Ambulance – 13 Junk Vehicles, two business without CoO, and storage violation
  - 7101 Bandera – La Tia Bertha Mexican Restaurant – Final notice for sign violation
  - 7205 Bandera #203 – Tranquility Home Health Care and Hospice – Final notice for sign violation
  - 7132 Bandera – Bandera Pass Manufactured Home Community – Sign violation
  - 5700 Wurzbach – Letter sent to abate graffiti
  - 6805 Bandera – Midas – Junk Vehicle
  - 5309 Wurzbach #106 - Flip Top Beauty & Barber – Non-permitted sign
- Fire and Zoning Inspections:
  - 6737 Poss #100 – Classy Raptor, LLC
  - 6737 Poss #201 – Banis Towing
  - 6608 Bandera – Total Car Care of San Antonio
  - 5504 Bandera #202 – Air Rey Services
  - 6608 Bandera – Total Car Care of San Antonio – Second inspection
  - 5616 Bandera – Comfort Café
  - 7366 Reindeer Trail – Garage 45
  - 6336 Bandera - Kwik Kopy 23
- Stop Work Orders:
  - 5415 Bandera #504 – Express Logistics
  - 5415 Bandera #504 – WoundCare Solutions
  - 6504 Bandera #1 – Unnamed snack shop
- Businesses that Received Certificates of Occupancy
  - 6501 Bandera Road- Halftime Cuts
  - 6608 Bandera Road- Total Car Care of San Antonio
  - 6737 Poss Road Ste. 201 - Banis Towing Service
  - 5764 Evers Road - Chins Chinese Kitchen
  - 5601 Bandera Road Ste. 112 - HEB curbside

### **City Secretary**

- Since the last report, the City Secretary's Office has received 43 open record requests. The requests were for: permit information, Red Light Camera items, Staff/City Council emails, Staff training records, dash cam videos, body worn cam videos, police reports, accident reports, election records, EMS reports, and witness statements.
- Prepared, posted and drafted City Council agendas and minutes.
- Prepared and submitted for public notification, recently qualifying adopted City ordinances.
- Prepared for Early Voting for the May 4, 2019 General Election as well as for the Canvassing and Swearing in of the Newly Elected Officials Ceremony.

## Library

- The Library was awarded a Tocker Grant in the amount of \$11,715 to purchase new Library Computer Security and Library Computer Time Management Systems, two new public computers, and all labor to remove old systems, install and set up new and deploy systems to the 11 public computers.
- The Library was awarded a \$2,500 Collection Development Grant from the Texas Book Festival. Funds are to be used on Large Type Fiction books.
- We are participating in READ ACROSS TEXAS, a program that encourages communities to engage in challenging, insightful and transformative conversations. We are using books to open dialogue and explore what “knowing your neighbor” could mean within their communities. The book we chose is A MAN CALLED OVE and our **first community discussion is on Tuesday, May 7, 2019, at 6:30pm in the library.**
- Library Director Sandy Underwood and Asst. Library Director Theresa Brader recently attended the Texas Library Association Annual Convention and earned Continuing Education Units required by the State.
- The Library has applied for a grant for the Texas Association of Minority Engineers (TAME) science truck to visit the library this summer.
- The Library has applied for a grant to fund a Texas Writers Workshop in the fall.
- We are currently working with FamilySearch.org to become an Affiliate Library which means we would have special access into millions of restricted access resources. FamilySearch.org is a non-profit organization driven by the Church of Jesus Christ of the Latter-day saints and is the largest genealogical organization in the world.

## Upcoming Events:

- Next Regular Council Meeting begins at 6:00 p.m. on Tuesday, May 7, 2019, at 6:00 p.m.
- The following Regular City Council Meeting Tuesday, May 21, 2019, at 6:00 p.m.
- City of Leon Valley Ethics Training: Fostering Integrity at the City of Leon Valley
  - Codes of Conduct & Ethics, State Law, and Leon Valley’s Code
    - 1st Session: Monday, May 20, 2:00 – 5:00 pm.
    - 2nd Session: Tuesday, May 21, 9:00 – 12:00 pm (noon)
- Saturday, May 18, 2019, at 9:00 a.m.: Public Awareness Class – Get Familiar with the AED at the Library (Leon Valley Fire Department leading class)
- Leon Valley Swimming Pools open Saturday, May 25, 2019.
- Library Summer Reading Special Events:
  - Monday, June 10, 2019, from 10:30 a.m. – 12 noon. Summer Reading Kick Off/Big Rig “Petting Zoo” (Large machines and trucks to view and sit in)
  - Tuesday, June 18, 2019, at 10:30 a.m. - Joe McDermott Concert in the Conference Center. Joe is a children’s recording artist and is an excellent concert – very engaging for children and adults!
  - Tuesday, June 25, 2019, at 10:30 a.m. - SW Dairy Farmers bring their mobile classroom and a COW to the library!
  - Tuesday, July 9, 2019, at 10:30 a.m. – Happy Tails Exotic Animal Show in the Conference Center.
- Coffee with the Mayor and City Council, Saturday, July 27, 2019, from 9:00 a.m. until 11:00 a.m. at the Conference Center.
- Coffee with the Mayor and City Council, Saturday, October 26, 2019, from 9:00 a.m. until 11:00 a.m. at the Conference Center.
- Annual Town Hall Meeting, Saturday, January 25, 2020, from 9:00 a.m. until 11:00 a.m. at the Conference Center.

- Committee Meetings:
  - Economic Development Advisory Committee will meet on April 15, 2019, at 6:00 p.m. at City Hall.
  - Citizens Police Advisory Committee scheduled for May 15, 2019, at 6:00 p.m. at City Hall.
  - The Zoning Commission is scheduled to hold a special meeting on Tuesday, May 14, 2019, at 6:00 p.m. at City Hall.
  - The next Regularly Scheduled Zoning Commission meeting is scheduled for Tuesday, May 28, 2019, at 6:00 p.m. at City Hall.
  - Library Board of Trustees Meeting will be May 9, 2019, at 5:30 p.m. at the Library.
  - Sign Code Update Advisory committee meeting will be held on May 13, 2019, at 6:30 p.m. at City Hall.
  - Tree Advisory Board meeting will be held on April 22, 2019, at 6:30 pm, at Public Works.
  - Earthwise Living Day meeting will be held on May 1, 2019, at 5:30 pm, at Public Works.
  - Pool Advisory Committee meeting will be held on May 9, 2019, at 6:00 pm, at the Forest Oaks Pool.
  - The Park Commission will be held on May 9, 2019, at 6:30 pm, at the Conference Center.